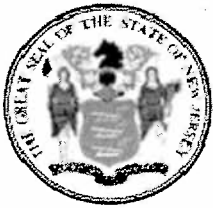


OFFICE OF ADMINISTRATIVE LAW

NOTICE OF VACANCY



ASSOCIATE EDITOR OAL PUBLICATIONS

SALARY RANGE: \$56,408.42 - \$80,018.75 (R23)

WORKWEEK: NE (35 Hour Workweek)

POSTING PERIOD FROM: September 9, 2015

TO: September 23, 2015

OPEN TO: ☐ Unit Scope: ☐ Division Wide
☐ Department Wide (open to Treasury employees)
☒ State Wide (all Departments/State employees)

DIVISION/LOCATION:
Office of Administrative Law
Rules and Publications
9 Quakerbridge Plaza
Hamilton, NJ 08690

JOB DESCRIPTION:

Under the direction of the Rules and Publications Manager, within the Office of Administrative Law, assists in the editing and publication of the New Jersey Register and New Jersey Administrative Code; coordinates editing and related activities with the publishing vendor; does related work as required.

REQUIREMENTS: Open to full-time State employees who have permanent status in a competitive title and who meet the requirements listed below:

Education: Graduation from an accredited college with a Bachelor's degree.

Experience: Three (3) years of experience in journalism, publishing, printing, mass media writing and/or related fields.

Note: Applicants who do not possess the required education may substitute experience as indicated above on a year-for-year basis.

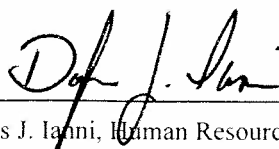
If you qualify and are interested, please submit your resume, cover letter and Application for Employment, by email only. All submissions must be received by 5:00 pm (close of business) on the last day of the posting period.

Department of the Treasury
Division of Administration/Human Resources
Employment Recruiter
Email address: EmploymentRecruiter@treas.nj.gov
(subject line: Associate Editor OAL)

To obtain an Application for Employment, go to: <http://www.nj.gov/treasury/administration/pdf/hr-application.doc>. Your application *must* be completed in detail, including names and phone numbers of supervisors, dates of all employment and the reason for leaving. Be sure to answer all questions. In addition, please include (3) business references on your application.

THIS IS NOT A PROMOTIONAL ANNOUNCEMENT. Appointment(s) resulting from this posting will be in accordance with Civil Service Commission rules and regulations.

JOB POSTING AUTHORIZED BY:



Douglas J. Ianni, Human Resources Officer

The State of New Jersey is an Equal Opportunity Employer